



University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Wednesday, April 2, 2014 11:30 AM
Danes Den, Indian Quad Dining Hall

President Christakis convened the meeting at 11:52. The following Directors were present:

Dr. Michael N. Christakis
Mr. Tom Bessette
Mr. Scott Birge
Mr. Nick Butler

Ms. Laurie Garafola
Mr. John Giarrusso
Mr. Daniel Markisello
Mr. Fardin Sanai

Mr. Lee Serravillo
Ms. Latonia Spencer
Ms. Imani Whitfield
Mr. Kevin C. Wilcox

Absent: Mr. Francis B. Agyemang; Mr. Marc Cohen; Ms. Genevieve Kane; Ms. Candace A. Merbler; and Mr. Lee Stanton

Also in attendance: Mr. Steve Pearse, UAS Executive Director; Ms. Karen Kettlewell, UAS Associate Executive Director; Ms. Michelle Schifley, Senior Director of Administration; Ms. Michelle Bowen, UAS Senior Director of Marketing & Communication; Mr. Randy Simmons, Senior Director of Finance & Business Administration; Ms. Nancy Harrigan, UAS Administrative Assistant;

PUBLIC COMMENT

None at this time.

APPROVAL OF MINUTES FOR THE FEBRUARY 26, 2014 BOARD MEETING

Mr. Bessette made a motion to approve the minutes of the February 26, 2014 Board meeting. Mr. Markisello seconded the motion and the motion was approved.

PRESIDENT'S REPORT

Dr. Christakis reminded the Board that the Executive Director's annual evaluation was on-going and individual submissions should be completed soon.

RATIFICATION OF THE RESOLUTION AUTHORIZING MONEYS FOR THE CAMPUS CENTER EXPANSION

Dr. Christakis informed the Board that the Executive Committee met on Feb. 28, 2014 to approve the resolution authorizing moneys for the Campus Center Expansion. Mr. Wilcox

made a motion to ratify the resolution and Mr. Butler seconded the motion. The motion was approved.

EXECUTIVE DIRECTOR'S REPORT

518 Market Renovation

Mr. Pearse presented renderings of the planned renovation of the 518 Market. Renovations will begin right after commencement and involve interior changes along with moving the entrance from the south side to the east side to provide access during construction. Logistics of getting product to the store need to be addressed.

Argo Tea - Lecture Center

Mr. Pearse displayed initial drawings of the Argo Tea concept that will go in the Lecture Center where the current bank of vending machines is located. The renovation work is scheduled for this summer. Hours of operation will be the majority of the day and it will feature primarily "to go" options. Seating may be added at the location at a later time.

Zime – Business Building

Mr. Pearse reported that the counts for the opening week of the new Zime venue in the Business Building were about half of what was expected. Counts will continue to be monitored and possible changes to hours will be considered. This venue is not scheduled to be open over the summer.

Bookstore & Campus Center Update

Mr. Pearse reported on Campus Center renovations. The Bookstore will remain reasonably accessible until the spring of 2015 and then adjustments will have to be made during the next phase of renovation to keep it accessible. Mr. Pearse also presented renderings of changes to Campus Center seating areas.

COMMITTEE REPORTS

Executive Committee

Dr. Christakis reported that the Executive Committee had met this semester to approve the resolution for moneys for the Campus Center expansion.

Finance and Audit Committee

Mr. Wilcox reported that the Committee met on April 1, 2014 and began work on the budget for next year. The Committee will ratify the budget and present it to the Board for approval at the May 9, 2014 Board meeting. Mr. Wilcox reminded the Board that during the last audit, the auditors had recommended setting up a pension committee. Mr. Pearse stated that this does not need to be a Board committee and Mr. Simmons added that this could also be an outside consultant.

Governance Committee

Ms. Garafola reported that the Committee had met twice since the last Board meeting and reviewed a new Board handbook. The handbook will also include a Board operational calendar, being developed by the management team. The Committee will be reviewing parameters for non-Board committee membership recruitment at their next meeting. Ms. Garafola also informed the Board that the management team had reviewed the current 2013-2016 Strategic Plan and prepared a revised plan. Dr. Christakis noted that the new plan was staff driven rather than Board driven and reflected positive changes in recent years within the organization

Program Fund

Mr. Birge reported that seven supplemental applications had been processed since the last Board meeting and awarded \$4,938 and that there were 5 supplemental applications pending at this time. To date, the Committee has awarded \$219,538 to campus events with a significant impact on campus life.

Services

Ms. Whitfield reported that the Services Committee had not met since the last Board meeting. Ms. Whitfield reported that staff and Board members had visited Oneonta on March 27, 2014 and additional visits were schedule for Marist, Binghamton and Buffalo.

Facilities Master Planning

Ms. Spencer reported that the Committee had met once in an initial meeting. Work will proceed, identifying short and long term goals for UAS in conjunction with the University. The Committee is looking at the capacities of Colonial and Dutch Quads and the Alumni Quad facility is slated for a review on April 21, 2014.

PUBLIC COMMENT

None at this time.

ADJOURNMENT

Mr. Birge made a motion to adjourn the meeting. Ms. Spencer seconded the motion. The meeting was adjourned.

Respectfully submitted,
Nancy Harrigan



University Auxiliary Services at Albany

**RESOLUTION AUTHORIZING THE TRAFNER OF FUNDS TOWARDS THE
EXPANSION AND RENOVATION OF THE CAMPUS CENTER**

RESOLVED, the UAS Board of Directors authorizes the transfer of up to **\$9.9 million** to the State of New York, State University of New York and/or the State University Construction Fund for purposes of expansion and improvement of the University at Albany's Campus Center consistent with the Board resolution adopted on March 26, 2013.

APPROVED by the UAS Executive Committee on February 28, 2014.

RATIFIED by the UAS Board of Directors on 4/2/14.

A handwritten signature in black ink, appearing to read "K. Wilcox", written over a horizontal line.

Kevin C. Wilcox
Treasurer

A handwritten signature in black ink, appearing to read "Michael N. Christakis", written over a horizontal line.

Michael N. Christakis, Ph.D.
President